SIGN PERMIT APPLICATION PLANNING AND CODES DEPARTMENT



City of Alcoa • 223 Associates Boulevard • Alcoa, TN 37701 • Ph#: (865)380-4730 Fax#: (865)380-4744 Answer all questions. Incomplete applications will NOT be processed. Name of Applicant: Mailing Address: Fax: Email: Telephone: Name of Owner: Mailing Address: _____ Fax: _____ Email: _____ Telephone: Property Location: (Street No. / Lot No. / Subdivision) _____ TN REG#: _____ Telephone: _____ Architect/Engineer: _____ TN LN#: ____ Telephone: _____ Contractor: Note: Show a scaled drawing indicating sign dimensions and locations on property, meeting district sign regulations. The required drawing must reference any utilities, such as water, sewer, electric and gas, and any applicable easements. An approved application to construct does NOT grant authority to construct upon city/state rights-of-way, easements, or property owned by the city. Electrical permitting shall be obtained separately. Signs shall comply with all city building codes and ordinances. An application is not acceptable unless all required information is furnished (see attachment, page two (2)). City accepts no liability for insufficiently furnished information. Check below and fill out the information requested. Multiple signs shall be labeled for identification. Building wall or lease linear ft.: A__B__C_D_Sign(s) constructed of: _____ **Ground Mount** □ 1 or____ 2 or____ 3 or____ Total Sq. Ft.: _____ Total Sq. Ft.: _____ Total Sq. Ft.: ____ Total Sq. Ft.: _____

 Height:
 ______ Height:
 ______ Height:
 ______ Height:

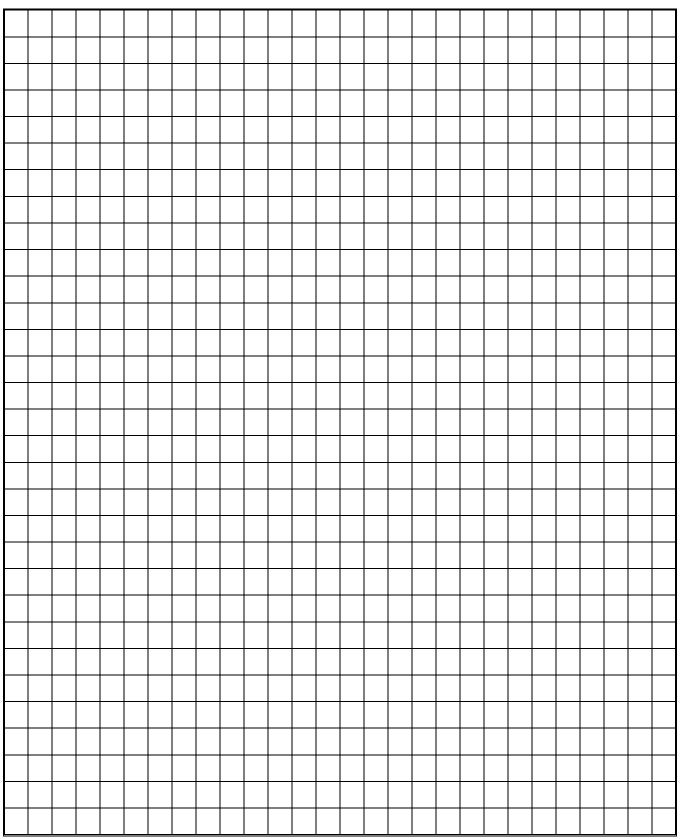
 Width:
 ______ Width:
 ______ Width:

 Ground height to top of sign: 1___2__3__4__Sign(s) constructed of: _____ In making application for a sign permit, the applicant states that the information given is, to the best of his/her knowledge, true and accurate. It is understood and agreed by the applicant that any error, misstatement or misrepresentation of fact, either with or without intention on his/her part, such as might, if known, cause a refusal of this application, or any alteration or change in plans made without the approval of the Sign Inspector subsequent to the issuance of the Sign Permit, shall constitute sufficient grounds for the revocation of such permit. Estimated Cost: \$___ (Total Cost of Sign and Installation) (Applicant Signature) For Office Use Only: Permit above applied for (will) or (will not) comply with the Sign Ordinance prescribed for District _____ Regulations. () Permit Issued () Permit Denied Comments: _____ Application Fee Paid: \$_____

(Sign Administrator)

(City Treasurer)

PLOT PLAN OF PROPOSED SIGN FOR LOCATION OF SIGN ON LOT



STREET

In the space provided above represent your lot. Locate each structure(s) on your lot including the proposed ground and/or building mounted sign structure(s). Show distances from all front, side and rear property lines and give distances between sign and structure(s). All utilities and any applicable easements shall be referenced. If you have a site plan of the sign to attach, it is not necessary to fill out this portion of the application.